



# Alveley Primary School Information For Parents

This information booklet has been written for parents of children at Alveley School. It's designed as a quick guide to all the things you need to know. If you think of anything that's not in the booklet, please let us know via the office so we can add it to further additions.

You'll find various tips which are things which we feel might be helpful. Top tips are easy to spot and look like this.



## School Uniform

### Winter Uniform (Autumn and Spring Term)

Royal blue V-Neck Sweatshirt with school logo\*  
Grey Skirt/Trousers (girls may wear trousers)  
White polo shirt\*  
White Shirt to be worn with a school tie  
Grey/Black socks/tights  
Black shoes

### P.E/ Games Uniform

White T shirt with school logo\*  
Royal blue shorts\*  
Navy Shorts  
Navy Skort  
Navy Hoody  
Navy Jogging bottoms  
Royal blue fleece for outdoor games\*  
Royal blue jogging bottoms  
Black/white plimsolls for indoor wear  
Trainers or football boots for outdoor games  
One piece swimming suit for girls  
Swimming trunks for boys

### N.B

Trainers should not be worn as part of the daily uniform.  
Skirts and dresses should be of a reasonable length and flowing.  
Jogging bottoms should only be worn as part of P.E. kit.

\* These items may be ordered through the school supplier.

Small variations to the items listed above may be considered acceptable under certain circumstances, e.g. towards the end of Year 6 prior to transferring to the High School. As a matter of courtesy the school should be consulted on any deviations.

### Summer Uniform (Summer Term)

Royal black v-neck sweatshirt with school logo\*  
White Polo Shirt\*  
White shirt to be worn with school tie  
Grey trousers/short trousers  
Grey skirt  
Alternatively girls may wear a blue check or striped summer dress  
Grey/white socks  
Black shoes



Use sew in or iron labels in EVERYTHING!  
30 sweatshirts all look the same and pen of-  
ten wears off after a few washes.

## Access into School.

Main gate in Daddlebrook Road will be permanently locked.

Access to the school will be as follows.

Breakfast club: entry via small blue gate on Daddlebrook Road. Gate open  
7.45-8.30 am

School Start: The Rec gate will be open from 8.35—9.00

School end The Rec gate will be open from 15.10—15.25

Children arriving late should enter school by the office and Mrs Beets will escort them to their classrooms.

## The beginning of the day.

Bringing your child to school in the morning ,we ask you to stay with your child until the bell rings at 8.45. Your child will then line up in the bottom play ground in class lines. The nursery children are helped by the nursery staff with their bags and water bottles.

## The end of the school day.

Early Years and KS1 children are handed over to their parents carers at the porch door.  
All other children leave school from the top door by the hall.

## Typical day in Alveley Primary School.

8.45am The school bell rings and all children line up in their class groups.  
9.00am Assembly.  
9.15am Lessons begin.  
10.15am Morning Break  
10.30am Lessons continue  
12.10pm Lunchtime  
1.10pm Afternoon Lessons begin  
2.30pm Afternoon play time for KS 1 Only  
3.15pm End of the School day



The playground is very busy at the end of the school day .Please stand in a similar place each day so your child can spot you quickly.

## Communicating with School.

Alveley Primary School uses Teachers to Parents texting service. We use to remind parents of upcoming events and any school closures. We find this a very effective tool in getting information across.



### Newsletter

The head teacher sends out a newsletter usually weekly. This letter is always put onto the school website and there are always spare copies in the school office.



Have a look inside your child's school bag daily and see what is lurking inside!

### Speaking to your child's class teacher.

If you wish to speak to your child's class teacher. There are many ways for this to happen.

- Give your child a letter to give to the teacher.
- Pop into the office and arrange a time that will be suitable for you both.
- Or give school a ring to make an appointment.
- If it's not urgent pop a note in their reading diary.

### Website

Check the school website

[www.alveley.shropshire.sch.uk](http://www.alveley.shropshire.sch.uk)

On the website there are copies of newsletters and calendar dates. Also information on how to download a school app with news updates on.

### **Free School Meals.**

Shropshire Council awards free school meals. Your child may be eligible have a look at <http://www.shropshire.gov.uk/free-school-meals/are-you-eligible-for-free-school-meals/>.

We receive £7,200 pupil premium for each child who is eligible , even if you prefer to bring them sandwiches. This money is spent on improving your child's education in school. Giving them opportunities for educational trips and out of school activities.



Don't feel the need to buy envelopes. Save and recycle old ones .

### **Sending things into school.**

There are various times when money has to come into school. Money should be sent into school in an envelope clearly marked what it is for and your child's name.

### **School Dinners.**

The price of a primary school meal is £2.00. The weekly menu is healthy and delicious. Children can opt to bring packed lunches from home but these should be nutritious and well-balanced.

All meat and poultry products used in the menu are sourced from within the uk, from Shropshire and the West Midlands. Fruit and vegetables are supplied from both Shropshire and the West Midlands when in season.

### **Healthy Snacks**

Children in reception, Year 1 and Year 2 are provided with free fruit each day. The younger children may also have school milk. Healthy snacks for children in years 3, 4, 5 &6 may be brought from home. No nuts or sweets please. We do have children in school with a nut allergy.

## **Ways to get involved with our school.**

### **Governing Body**

The local governing body has at present 11 members. Our Governing Body is a strong and committed group of people who are very much involved in the running of the school and have a real stake in the education offered to our children. Their support and enthusiasm enhances and strengthens the systems and policies we adhere to as we continue to move forward .

If you wish to get involved with any of these groups please pop into the school office for more information.

### **Parent Helpers**

Parent Helpers are parents who give a few hours a week to help in some way, for example listening to children read or helping on a school trip.

### **FOAS**

The FOAS help to raise funds for school with organising a range of events throughout the year.

### **Online Shopping**

If you shop online via Amazon, Argos, Tesco, Ebay, Asda, Next, ELC, B & Q, and many many more retailers, then please access these stores via [www.thegivingmachine.co.uk](http://www.thegivingmachine.co.uk), we have registered our school which means every time you shop online with over 360 top stores, they will give our school FREE CASH DONATIONS. So every time you shop online you'll be raising money - it really is that easy!



## House Groups

When starting at Alveley Primary School children are put into one of the 4 house groups.

Ellesmere	Ludlow
Stretton	Wenlock

Each house has its own colour as shown above. Children will stay in their house until year 6 . Houses are used for several things.

- Activities in school are often held in houses. For example sports day . This encourages team building and helps forge friendships across different year groups.
- House points are earned by children every day, Weekly totals show which house has the most points that week and then all children in that house at the end of term may come into school in their own clothes.

## Homework.

Children receive homework weekly. Generally teachers allow a week for homework to be completed and handed in.

## Effort and Achievement

At the end of every half term each child is given an Effort and Achievement grade . There will be an English and Maths Target that the teacher has identified that will help your child become a better overall learner.

## Celebration Assembly

Every Friday we hold a celebration assembly. Each class chooses a child or a group of children that have been recognised for brilliant work or outstanding behaviour . These children receive a certificate to take home so they can share this with their family.

## Reading in School

At Alveley we use the Oxford Reading Tree scheme to help our children to read. Each child takes books home to read and they are also listened to in class.

The books are in 16 stages and begin with books with no words, phonics based books and books with hardly any pictures at all just the story.

Each child will also be benched marked at reading to sort out what level that they are at and sometimes they miss out on stages as they progress.



Please listen to your child read at home and fill in their reading diary.

Also make sure they have their reading book in school every day. Most classes read every day and also changing their book can be on a different day each week.





## FAQ


### Will school administer medicine to my child?

If your child has been prescribed medicine that has to be given during the school day.

Please ensure that the medicine is clearly labelled with your child's name and you have completed a medicine form . Medicines must be handed into the office by an adult.

### If my child is unwell and unable to go to school.

Please phone the school office first thing in the morning to let them know. We also ask if your child has been sick or has had diarrhoea . We ask that they observe the 48 hour policy. They return to school 48 hours after their last illness. When your child returns to school please send a letter in explaining the absence.



### Top Tips

Please ask if you want to know something. If you want to know, the chances are so does someone else.

### What should I expect at parents' evening?

Parents take place usually during two evenings. Appointment are made on a first come served basis. You will be able to see your child's books in the classroom before your appointment. Meetings with the class teacher take place in the hall and last for 10 minutes. We ask parents to keep to 10 minutes and if a longer appointment is needed that can be arranged.